

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT C

DELIVERABLES

**SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS
DELIVERABLES**

	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
PROJECT MANAGEMENT						
1.	Project Baseline		Contract clause H.1.2(a)	120 days after contract award	Derrick Franklin (937) 865-5548	CO Approval
2.	Land Transfer Strategy (Submit concurrent with the baseline)		Contract clause C.2.4	120 days after contract award	Derrick Franklin (937) 865-5548	CO Approval
3.	Description of the proposed project control system	Description of the proposed project control system that is cost effective and a graded application	Contract clause H.1.1(b)	90d after contract award	Dewain Eckman (937) 865-3252	CO Approval
4.	Major Project Milestones for the Fiscal Year	Significant physical work accomplishment (5) milestones for the fiscal year	Contract clause H.1.2(d)	Annually, September 1	Derrick Franklin (937) 865-5548	CO Approval
5.	Annual Operating Plan (AOP)	Budget allocations to each PBS for the upcoming FY.	Contract clause H.1.2(g)	August	Derrick Franklin (937) 865-5548	CO Approval
6.	Project Performance Report	Cost and schedule variance by PBS, major milestone status and critical technical and program issues, etc.	Contract clause H.1.3.a	Monthly	Derrick Franklin (937) 865-5548	CO Information
7.	Critical Analysis (SACA)	Overall analysis of the project	Contract clause	Semi-Annual	Derrick	CO Approval

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
		performance, metrics, resources, funding and risk	H.1.3.b		Franklin (937) 865-5548	
8.	Estimate to Complete (ETC) Analysis	Report of PBS funding level changes for the current year	Contract clause H.1.4.d	Monthly	Derrick Franklin (937) 865-5548	CO Approval
9.	Baseline Change Proposal (BCP) Log		Contract clause H.1.4.e	Monthly	Derrick Franklin (937) 865-5548	CO Approval
10.	Risk Management Plan (Project/Risk Management Plan)	Project cost and schedule uncertainties and mitigation and management plan	Contract clauses H.2(e)	With Proposal Then annually	Derrick Franklin (937) 865-5548	CO Approval
11.	Submission of Invoices	Monthly invoices	Contract clause G.5(a)	Monthly	Derrick Franklin (937) 865-5548	CO Approval
12.	Cost Performance Report	Monthly reconciling of invoices	Contract clause G.5(a)	Monthly	Derrick Franklin (937) 865-5548	CO Information
13.	Fee Invoices	Semi-annual fee invoice	Contract clause G.5(b)	Semi-annual	Derrick Franklin (937) 865-5548	CO Approval
14.	Erroneous Payment Report			Quarterly; 25 th of the Month	Derrick Franklin	CO Information

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
				Following End of Quarter	(937) 865-5548	
15.	Budget Submittal Documentation (includes IPABS)	Reporting project performance on IPABS		As required	Dewain Eckman (937) 865-3252	
16.	Current Fiscal Year Commitment/Priorities Report	Electronic Report		Monthly, By the 15 th	Dewain Eckman (937) 865-3252	
17.	Bi-Monthly Financial Reports	Reporting of monthly cost expenditures by project and function		Bi-monthly	Rick Provencher (937) 865-3252	
18.	Incurred Cost Submittal	Report annual expenditures		As requested	Derrick Franklin (937) 865-5548	
19.	Funds Management Brief	Track Monthly Spending		Monthly	Dewain Eckman (937) 865-3252	
20.	Unified Budget Call	Funding Request	Directive	Annual	Pete Greenwalt (937) 865-3862	
21.	Cost Management Report	Actual costs booked to specific project	contract	Monthly	William Winn (937) 865-5097	

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22.	Provisional Rates	Document rates and request changes		As requested	Derrick Franklin (937) 865-5548	
SITE COMPLETION DELIVERABLES						
23.	Complete records inventory (hardcopy and electronic)	Inventory for the post closure records custodian.	Contract clause C.2	One-time	Derrick Franklin (937) 865-5548	CO Information
24.	draft Final Site-wide ROD	Technical issues are adequately addressed	Contract clause C.2.3.6	Completion of CERCLA remediation activities	Derrick Franklin (937) 865-5548	CO Approval
25.	Plan for Long-Term Stewardship		Contract clause C.4.8	1 year after award; update 1 year prior to closure	Derrick Franklin (937) 865-5548	CO Approval
26.	Site LTS Transfer Readiness Analysis		C.4.8	1 year after award; update 1 year prior to closure	Derrick Franklin (937) 865-5548	CO Approval
27.	Declaration of Physical Completion	Letter stating physical completion of the SOW	Contract clause F.6	As determined by the contractor.	Derrick Franklin (937) 865-5548	CO Approval
28.	Contract close-out Plan	Schedule to complete budget	Contract clause	Submit concurrent	Derrick	

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
		and schedule close-out of the contract.	F.7	with letter of physical completion.	Franklin (937) 865-5548	
29.	Certificate of non-possession of classified information or certificate of possession	Declaration of status of classified information	DOE M 471.2-1C	At contract closeout	Derrick Franklin (937) 865-5548 Patrick Vent (937) 865-4493	
30.	Termination Inventories		FAR Part 45, Subpart 45.508	Upon termination or completion of the contract	Derrick Franklin (937) 865-5548	
ENVIRONMENTAL RESTORATION						
31.	Environmental Restoration Monthly Progress Report	Communicate progress of CERCLA program to Federal and State regulators as specified in FFA	FFA and CERCLA	10 th of Month	Rick Provencher (937) 865-3252	
32.	FFA Technical Meetings (not a report)	Forum for personal communication and resolution of CERCLA issues to state and federal regulators	CERCLA 120; Federal Facilities Agreement	3 rd Thursday of Month	Rob Rothman (937) 865-3823	
33.	Regulatory Meetings (not a report)	Forum for core team decisions on PRS's and building	Mound 2000 Work Plan	3 rd Wednesday of Month	Rob Rothman (937) 865-3823	

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
		cleanup				
34.	FFA Milestones/Schedule	Enforceable agreement milestones under the FFA, revise dates per current schedule	CERCLA 120; Federal Facilities Agreement	Annual updates, January 30	Rob Rothman (937) 865-3823	
35.	Public Meetings/ Mound Action Committees/ Mound Reuse	Forum for stakeholder involvement in decision process	Program directed, CERCLA	Second Friday of each month	Jane Greenwalt (937) 865-3116	
36.	Building Data Package (BDP)	Information as required by Mound 2000	Contract clause C.2.1.1.1	As required by Mound 2000 process	Derrick Franklin (937) 865-5548	
37.	Excavation Plan	Plan for the State Fire Marshall to excavate (2) regulated underground storage tanks and associated soils	Contract clause C.2.3.3	10 months prior to excavation.	Frank Schmaltz (937) 865-3620	CO Information
38.	Final Excavation Plan	Summary report when regulated underground storage tanks and associated soils have been removed.	Contract clause C.2.3.3	After removal actions are complete.	Frank Schmaltz (937) 865-3620	CO Information
39.	Potential release site and removal action documentation		Contract clause C.2.6.2	As scheduled by the contractor	Rob Rothman (937) 865-3823	CO Approval
40.	NEPA documentation		Contract clause	As scheduled by the	Sue Smiley	CO Approval

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
			C.2.6.2	contractor	(937) 865-3984	
41.	Remedial Designs/Remedial Actions (RD/RA)		Contract clause C.2.6.2	As scheduled by the contractor	Rob Rothman (937) 865-3823	CO Approval
42.	Verification Sampling Plan	Verify PRS clean up actions	Contract clause	As scheduled by the contractor	Rob Rothman (937) 865-3823	CO Approval
43.	Sampling and Analysis Plans (SAP)	For RSS and removal actions for site characterization and assessment	Contract clause	As scheduled by the contractor	Rob Rothman (937) 865-3823	CO Approval
44.	OEPA Hazardous Waste Reports	Report of hazardous waste management activities for the preceding year.	OEPA Regulation	Annual, March 1st	Patricia Brechlin (937) 865-3809	CO Information
45.	Waste Minimization and Pollution Prevention Reporting	Reports reductions in generation of hazardous waste	EO 13101; DOE 5400.1, Chpt III 4.a;	Annual	Patricia Brechlin (937) 865-3809	CO Information
46.	Comprehensive Spill Prevention Response Plan	Response plan to address releases to the soil of all hazardous substances including fuel oil.		Annual	Patricia Brechlin (937) 865-3809	CO Information
47.	RCRA Section 3016	Hazardous waste management activities for the preceding 2 years.	Regulation	Every 2 years - December	Patricia Brechlin (937) 865-3809	CO Information
48.	STP Update	Plan for treatment, storage,	Oct. 4, 1995	Annual,	Frank Schmaltz	CO Information

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
		and disposal of mixed waste	DFF&O	December 1	(937) 865-3620	
49.	Asbestos NESHAPS	Total quantity of asbestos removed on site IAW our blanket permit requirements	40 CFR 61 OEPA OAC 3745-20 RAPCA 150	Quarterly and As required	Kim Torrey (937) 865-3686	CO Information
50.	Annual Site Environmental Report (ASER) (DOE-HQ guidance is provided annually for report preparation)	Characterize environmental management performance of site for the CY	DOE 5400.1, Chpt. II	October 1 st	Trish Brechlin (937) 865-3809	CO Information
51.	Groundwater Protection Plan (include as part of the ASER) Note: All groundwater monitoring (not only radiological) is to be included as part of the ASER.	Summary of the program including the number of wells, sampling method, frequency, analysis performed and results. Summarize the hydrogeology of the site, major aquifers, groundwater movement, potential sources of pollution and uses of ground water in the vicinity of the site. Include a map of active and abandoned well locations.	DOE 5400.1, Chpt. II, Chpt III 4.0; DOE 5400.5	Annually; October 1 st	Trish Brechlin (937) 865-3809	CO Information

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
52.	Remedial Action Plan for two abandoned USTS	Excavation and confirmatory sampling plan must be submitted to BUSTR 6-9 months prior to excavation	DOE/BUSTR	January 1, 2003 (EG-2); March 20, 2004 (EG-1)	Trish Brechlin (937) 865-3809	CO Information
53.	Stormwater Pollution Prevention Plan (Review current plan and submit update as necessary)		NPDES Permit	Annually	Trish Brechlin (937) 865-3809	CO Information
54.	Water Well Sealing Reports	After well abandonment an Ohio Department of Natural Resources, Division of Water, Water Well Sealing Report must be completed and sent to ODNR.	Ohio Department of Natural Resources	As required	Trish Brechlin (937) 865-3809	CO Approval
55.	Regulator Reports	Varies	Varies	As required by RCRA, CAA, SDWA, and CWA	Oba Vincent (937) 865-3278	CO Approval
56.	Environmental Monitoring Plan (including all groundwater monitoring)	Environmental monitoring and surveillance plan	DOE 5400.1 Contract clause	Every 3 years; and an Annual update by December 31	Trish Brechlin (937) 865-3809	CO Approval
57.	National Pollutant Discharge Elimination System (NPDES)	Monitoring of discharges to river including sampling, analysis, data management	OEPA Regulation; NPDES permit	10 th of month	Trish Brechlin (937) 865-3809	CO Information

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
		and reporting				
58.	Drinking Water Analysis	Monitoring of drinking water	OPEA Regulation	As Required	Trish Brechlin (937) 865-3809	CO Information
59.	SARA Title III- 312	Hazardous chemical inventory data and locations for state and local emergency response organizations	Regulation OAC 3750-30	March 1 st	Trish Brechlin (937) 865-3809	CO Approval
60.	SARA Title III - 313	Toxic chemical release inventory	Regulation EO 12856	July 1 st	Trish Brechlin (937) 865-3809	CO Approval
61.	Monthly Radioisotope Effluent Release Report	Radioactive effluent releases by radioisotope and media	Contract	30 th of following Month	Oba Vincent (937) 865-3278	CO Information
62.	NESHAPS Report	Report to the EPA of radioactive air releases	40 CFR 61	Annual, June 30 th	Trish Brechlin (937) 865-3809	CO Approval
SAFETY AND HEALTH						
63.	Acceptance of Site's existing Integrated Safety Management System	Contract transition activity	Contract clause C.4.2	30 days after contract award	Jack Zimmerman (937) 865-4640	CO Information
64.	Annual Review of ISMS	Review of the ISMS (Update of the ISMS Description document, and performance measures)	DEAR Clause 970.5223-1;	Annually; September 15	Jack Zimmerman (937) 865-4640	CO Approval
65.	ISMS Performance Indicators	Complex-wide ISMS	DOE Letter	Quarterly;	Jack	

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
		performance indicators	DOE-0738-00; dated 06/01/00	01/30; 04/30; 07/30; 10/30	Zimmerman (937) 865-4640	
66.	Health & Safety Plans (HASPs)		OSHA	As required	Kim Torrey (937) 865-3686	
67.	ES&H FY Plan and Schedule and Year End Accomplishments			October 30th	Kim Torrey (937) 865-3686	
68.	ES&H Plan	Detail current & anticipated spending for ES&H programs and needs for budget call		Annually; April 30	Kim Torrey (937) 865-3686	
69.	Annual Emergency Readiness Assurance Plan (ERAP) (including Drill/Exercise schedule)	Report annual accomplishments in Emergency Management and establish 5 year plan	DOE O 151.1A	Annually, September 30	Tim Marcus (937) 865-3020	
70.	Annual Hazards Assessment Report	Baseline document for emergency management program	DOE O 151.1A	Annually, September 30	Tim Marcus (937) 865-3020	
71.	Annual Review/Update of Comprehensive Emergency Plan	Documentation of the comprehensive emergency management program.	DOE O 151.1A	Update as needed	Tim Marcus (937) 865-3020	
72.	Fire Hazard Analysis			As required for approval	Tim Marcus (937) 865-3020	
73.	Fire Loss/Property Damage History		DOE O 231.1	Annual,	Tim Marcus	

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
	Report			February	(937) 865-3020	
74.	Summary Report of ES&H Assessments	High-level summary of all ES&H Assessments performed by internal and external organizations	DOE N 231.1	Annually; Jan. 15 th for previous calendar year	Jack Zimmerman (937) 865-4640	
75.	Individual Accident/Incident Reports (DOE F 5484.3) (electronic data submission)	Number of new and revised individual accident/incident reports	DOE N 231.1, CRD 2.c.	Quarterly 01/25; 04/25; 07/25; 10/25	Kim Torrey (937) 865-3686	CO Information
76.	Tabulation of Work hours and vehicle usage		DOE O 231.1, CRD 3	Quarterly 01/25; 04/25; 07/25; 10/25	Bud Schmidt (937) 865-3746	
77.	Annual Exposure Data Reporting	Radiation Exposure Information System Report	DOE O 231.1, CRD 6	Annual	John Simak (937) 865-5096	
78.	Startup Notification Report		DOE O 425.1B	Quarterly – Due 15 th of Month Following End of Quarter	Danny Punch (937) 865-3784	
79.	Training Implementation Matrix	Nuclear facility training requirements	DOE 5480.20A	60 days after contract award; then, as required	Mike Reker (937) 865-3254	
80.	Acceptance of existing RPP	Contract transition activity	10CFR 835	Upon contract award	John Simak (937) 865-5096	CO Information
81.	Updated Radiological Protection	Basis for Radiation Protection	10CFR 835	Initially 60 d after	John Simak	CO Approval

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
	Plan	Program		contract award, then as required by 10 CFR 835	(937) 865-5096	
82.	ALARA Report	Track and trend site cumulative exposure		Annually, March 1st	John Simak (937) 865-5096	
83.	Safety Authorization Basis Document	Nuclear facility authorization basis documents compliant with 10CFR830 Subpart B	10 CFR 830.207(a) C.4.3	April 10, 2003	Danny Punch (937) 865-3784 John Saluke (937) 865-7347	
84.	Documented Safety Analysis Update	Annual updated document for DOE approval or letter stating there have been no changes	10 CFR 830.202(c)(2)	Annual	Danny Punch (937) 865-3784 John Saluke (937) 865-7347	
85.	Acceptance of DOE approved USQ Procedure	Contract transition activity.	10 CFR 830.203(a)(1)	Upon Contract Award	Danny Punch (937) 865-3784 John Saluke (937) 865-7347	
86.	USQ Program Summary Report (submit individual summary for each DSA)	Annual summary of USQ process determinations performed since the prior submission	10 CFR 830.203(d)	Annual	Danny Punch (937) 865-3784 John Saluke (937) 865-7347	
87.	Occurrence Reporting Processing		DOE O 232.1	As required	Jack	

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
	System (ORPS) Reports (electronic reporting to DOE system)				Zimmerman (937) 865-4640; Facility Reps.	
88.	Operation Report on incidents, occurrences and special interests (Daily Report)			Daily	Jack Zimmerman (937) 865-4640; Facility Reps.	
89.	Non-Compliance Tracking System (NTS) Reports (electronic reporting to DOE system)			As required	John Saluke (937) 865-3747	
90.	Acceptance of existing Quality Assurance Program Document and Implementation Plan (10 CFR 830)	Contract transition activity	Contract clause H.16	Upon award	Mike Reker (937) 865-3254	
91.	Quality Assurance Plan Update	Annual submittal of QAP changes for DOE approval.	10 CFR 830	October 1 st	Mike Reker (937) 865-3254	
92.	PAAA Tracking System or Status Report		Contract clause H.18	As requested	Jack Zimmerman (937) 865-4640	
93.	DNFSB Information Requests		Contract clause H.19	As requested	Jack Zimmerman	

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					(937) 865-4640	
94.	Radiological Self-Assessment/Schedule			As scheduled	Jack Zimmerman (937) 865-4640	
FACILITIES MANAGEMENT						
95.	FIMS Reports	Real Property Inventory Database		Quarterly	Debbie Hoover (937) 865-3017	
96.	Update of Energy Management Plan	Provide information on Plant Energy Management Proposed Program and Goals	Contract and Order	As requested	James O. Johnson (937) 865-5234	CO Information
97.	Energy Report	Provide current status of energy usage and conservation efforts	Contract and DOE O 430.1A	As requested	James O. Johnson (937) 865-5234	CO Information
98.	Energy Conservation Performance Reports (electronic)	Provide plant energy data for EMS3 system for reports to President and Congress	Contract, DOE Order and Congressional	Quarterly	James O. Johnson (937) 865-5234	CO Information
99.	Motor Vehicle Annual Forecast	Provide past GSA Fleet use and project future GSA Fleet needs	41 CFR 109-38.1306	Annual for next FY	Mike Kepler (937) 865-3849	CO Approval
100.	Agency Motor Vehicle Data Report Combined with Report of Truck	Provide current GSA and Agency owned fleet makeup	41 CFR 102-34.345 , 102-	Annually after end of FY	Mike Kepler (937) 865-3849	CO Information

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
	Data [Federal Motor Vehicle Fleet Report; SF-82]	and charges	34.355 and 109-38.903-50			
101.	Reconcile Stores Inventory IAW Department Objectives	Reconcile Stores Inventory IAW Department Objectives	41 CFR 109-1.5110(f)(3)	Annually		
102.	Annual Excess Personal Property Furnished to Non-Federal Recipients	Details non-federal recipients of excess property	41 CFR Part 101-43.4701 and Part 109-43.4701	Annual	Debbie Hoover (937) 865-3017	
103.	Negotiated Sales Report	Provides detailed breakdown of negotiated property sales	41 CFR 101-45.4701; 41 CFR 109-45.4702	Annual	Debbie Hoover (937) 865-3017	
104.	Summary of Individual Contractor Personal Property Sales	Report total sales proceeds and the planned actual use of net proceeds realized	Program under the strategic sale initiative	Quarterly	Debbie Hoover (937) 865-3017 and William Winn (937) 865-5097	
105.	Summary of DOE-Owned Plant and Capital Equipment	Accounting of all DOE-owned P&CE purchased by or furnished to the contractor		Semi-annual	Debbie Hoover (937) 865-3017 and William Winn (937) 865-5097	

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	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
106.	Property Information Database (PIDS)	Volume & original acquisition cost of govt. owned equipment for: Sensitive; \$5K - \$25K; and > \$25K	FAR 45; 41 CFR 109 945.102-70	Annual	Dan Kohl Database administrator (208) 526-4131	
107.	Department Inventory Management System (DIMS)	Cost and quantity data on SS material	contract	Quarterly	Barbara Uzzell DOE-HQ (301) 903-3262	
108.	Personal Property Deferred Maintenance Closure Form	Measurement of Potential Deferred Maintenance on Personal Property	Federal Financial Accounting Standard No.6	Annual	Derrick Franklin (937) 865-5548 William Winn (937) 865-5097	CO Information
109.	Financial Disclosure of Revenue Activities (Revenue Foregone Report)	Report goods and services that are sold to the public or other entities and also in the amount of revenues foregone resulting from these transactions	Statement of Federal Financial Accounting, Standard No. 7	Annual	Derrick Franklin (937) 865-5548 William Winn (937) 865-5097	
110.	Commercial Freight Bills	Report of contractor paid freight bills exceeding \$50	41 CFR Part 41.807-4	Quarterly	202 208-6787	
111.	Effectiveness of Affirmative Procurement Report		Executive Order 13101	Annually, December 15 th	Derrick Franklin (937) 865-5548	

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112.	Communications Plan	Annual planning for Stakeholder involvement in project decision making process	Program Directed- required for OH Strategic Plan	Annual	Jane Greenwalt (937) 865-3116	CO Approval
113.	Update to the Community	Report status of cleanup to members of the community		Semiannually	Jane Greenwalt (937) 865-3116	NA
	ADMINISTRATION					
114.	Key Personnel List	Essential personnel as identified by the Contracting Officer	Contract clause H.8	Within 30 days of contract award	Derrick Franklin (937) 865-5548	CO Approval
115.	Modifications to the Key Personnel List	Modifications to the Key personnel list including justification	Contract clause H.8	Prior to changes	Derrick Franklin (937) 865-5548	CO Approval
116.	Legal Management Plan	Plan to manage legal costs and matters.	10 CFR 719.12; Contract clause H.9	Within 60 days of contract award	Derrick Franklin (937) 865-5548	CO Approval
117.	Annual activity report for internal audit	Annual internal audit report of allowable costs.	Contract clause H.17	Upon request	Derrick Franklin (937) 865-5548	

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118.	Staffing Analysis (Submit with the baseline)	Staffing analysis and restructuring approach	Contract clause H.25(a)(2)	Within 120 days of contract award	Derrick Franklin (937) 865-5548	CO Approval
119.	Actuarial certification and employer certification	Annual actuarial certification as required by the IRS and the ERISA Act	Contract clause Contract clause Section C	Annual	Derrick Franklin (937) 865-5548	CO Approval
120.	Human Resources Advance Understandings	DOE approval of contractor policies and procedures covering personnel costs and related expenses	Contract clause H.25(f)	Within 90 days of contract award	Derrick Franklin (937) 865-5548	CO Approval
121.	Total Annual Reimbursed Compensation	DOE approval of > \$100k total annual reimbursed compensation	Contract clause H.25(f)(2)	Annually	Derrick Franklin (937) 865-5548	CO Approval
122.	Relocation Plan	Plan for relocation of employees and the associated costs	Contract clause H.25(f)(3)	Within 30 days of award	Derrick Franklin (937) 865-5548	CO Approval
123.	Small Business and Small Disadvantaged Business Subcontracting Plan	Establishes dollars planned for award to Small, Small-Disadvantaged and Small Women-owned businesses	FAR 52.219-9	Submit with proposal; then, Annual updates	Derrick Franklin (937) 865-5548	
124.	Subcontracting Report for Individual Contracts (SF 294)		FAR 52.219-9	Semiannual; and at contract	Derrick Franklin	

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				completion	(937) 865-5548	
125.	Summary Subcontract Report (SF 295)		FAR 52.219-9	Annually	Derrick Franklin (937) 865-5548	
126.	Notification of Labor disputes and all relevant information		FAR 52.222-1	As required by clause.	Derrick Franklin (937) 865-5548	
127.	Certified Payroll Report		FAR 52.222-8	Weekly	Derrick Franklin (937) 865-5548	
128.	Equal Opportunity SF100 (EEO-1)		52.222-26	Unless the contractor has filed within the 12 months preceding contract award; within 30 days of award, then annually by September 30	Derrick Franklin (937) 865-5548	
129.	Employment Reports for Disabled Veterans and Veterans of the Vietnam Era (Federal Contractor Veterans' Employment Report VETS-100)		52.222-37	Annually; No later than September 30	Derrick Franklin (937) 865-5548	

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130.	Davis-Bacon Act Compliance Report	Compliance with Davis Bacon and Service Contract Act	29 CFR 5.7(b)	Semi-annually; April 30; October 31	Derrick Franklin (937) 865-5548	
131.	Energy Employees Occupational Illness Compensation Program Act (EEOICPA)		EEOICPA Act of 2000	Monthly	Julia Wiley (937) 865-4639	
132.	Organizational Conflicts of Interest Update		952.209-72	Annual	Derrick Franklin (937) 865-5548	
133.	Balanced Score Card Reporting		DOE-HQ	As requested	Derrick Franklin (937) 865-5548	
134.	Balanced Score Card Plan		DOE-HQ	Annual	Derrick Franklin (937) 865-5548	
135.	DOE HQ Clearance Review Plan	Provides a list of the contracts over the CO authority level	DOE-HQ	As requested	Derrick Franklin (937) 865-5548	
136.	Annual Forecasting of Subcontracting Opportunities	Provides a list of the possible opportunities for Small Businesses	DOE-HQ	As requested	Derrick Franklin (937) 865-5548	
137.	Awards to Private Sector			Annual	Derrick	

**SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS
DELIVERABLES**

	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
					Franklin (937) 865-5548	
SAFEGUARDS AND SECURITY						
138.	Cyber Security Program Plan	Computer Protection Program Plan	DOE N 205.1	Annual	Steve Autry (937) 865-4160	
139.	Computer Security Incident Reports	To document incidents involving the compromise to classified or sensitive unclassified data on computer systems	DOE N 205.1	Per Occurrence	Steve Autry (937) 865-4160	
140.	OPSEC Plan; Local Threat Assessment/Statement; OPSEC CSIL/EEFI Lists; Annual Status Report	Contractor plan of OPSEC priorities and actions	DOE O 471.2A	Annual; December	Patrick Vent (937) 865-4493	
141.	Government Property Missing, Lost, Damaged or Theft Report	Reports incidents of any loss of Government Property	41 CFR 109-1.5112; 41 CFR 109-1.5113	Monthly E-Mail - within 5 working days following end of month	Derrick Franklin (937) 865-5548	
142.	Site Security Plan	To describe the physical protection program in place.	DOE O 470.1	Annual; May	Steve Autry (937) 865-4160	
143.	FOCI Self-Assessment Certification	Annual FOCI Status	DOE O 470.1	Annual	Steve Autry	

**SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS
DELIVERABLES**

	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
					(937) 865-4160	
144.	5 Year FOCI Certification	Certification	DOE O 470.1	5 Years	Steve Autry (937) 865-4160	
145.	Inventory of Accountable Classified	Up-date Inventory	DOE M 471.2-1C	Annual	Patrick Vent (937) 865-4493	
146.	Security Incident (Infraction) Reports	To report info relative to an inquiry into an accident of potential loss, compromise, or authorized disclosure of classified information	DOE N 471.3	Per Occurrence	Steve Autry (937) 865-4160	
147.	Pro-Force Order Report		DOE O 473.2	Annual	Patrick Vent (937) 865-4493	
148.	Protective Force Training Plan	Identify required annual and remedial/refresher training for the next Fiscal Year	DOE M 473.2-2	Annual - August	Steve Autry (937) 865-4160	
149.	Nuclear Material Control & Accountability Plan	To document the controls utilized to safeguard nuclear materials from theft and/or diversion.	DOE O 474.1A	Annual - May	Steve Autry (937) 865-4160	
150.	Classification/Declassification Program Status Report	Provides statistical data used by DOE/HQ/ONNSI in reporting complex wide	DOE/HQ Directive	Quarterly - 10 working days following each FY	Patrick Vent (937) 865-4493	

**SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS
DELIVERABLES**

	Report	Description	Driver	Frequency	DOE contact/phone	Approval Required
		performance measures to Congress		quarter		
151.	Protective Force Strength/Cost Report	(Tally of protective force)	NN513.1/DOE- HQ Ltr 06/20/97	Quarterly - 10 working days following each FY quarter	Steve Autry (937) 865-4160	
152.	S&S Quarterly Brief			Quarterly	Dewain Eckman (937) 865-3252	
	TECHNOLOGY					
153.	Technology Quarterly Brief			Quarterly	Dewain Eckman (937) 865-3252	